

Minutes of a Regular General Meeting of the  
Town of Tecumseh Business Improvement Area (TOTBIA)

A Regular General Meeting of the Town of Tecumseh BIA (TOTBIA) Members held as of  
Wednesday, May 18, 2022 at 6:00 PM.

Meeting Minutes are available on the BIA website at [www.tecumsehbia.com](http://www.tecumsehbia.com)

**Link to Tecumseh BIA Agenda:**

<https://tecumseh-pub.escribemeetings.com/Meeting.aspx?Id=ab14dbda-033b-4686-aa9a-bbfa94a9cace&Agenda=Agenda&lang=English>

**(TOTBBM-49-05)**

Call to Order

The meeting is called to order at 6:05 PM by Vice Chair, Linda Proctor.

**(TOTBBM –50-05)**

**Roll Call**

Vice Chair	Linda Proctor
Treasurer	Paul Bistany
Director	Jessica Fowler
Director	Leo Demarce
Director	Sandra Zanet
Councillor	Brian Houston

Regrets:

Absent:	Director	Jules Champoux
	Director	Travis Dorner
	Director	Eddy Hammoud

Minute Taker: Coordinator Denise Pelaccia

Guest:

**(TOTBBM – 51-05)**

**Disclosure of Pecuniary Interest – No disclosures of pecuniary interest at this meeting.**

**(TOTBBM –52-05)**

**Delegations – No delegations at this meeting.**

**(TOTBBM – 53-05)**

**Communications**

**TOTBIA Board of Management Meeting Minutes**

**Motion: (BBM-36/05)**

Moved by: Jessica Fowler

Second by: Paul Bistany

That the minutes of the Town of Tecumseh TOTBIA Regular General Meeting held on April 20, 2022 be approved as distributed.

Approved.

Carried.

**Letters From–** Letter from Mayor thanking Tecumseh BIA for sponsorship.

**(TOTBBM – 54-05)**

**SUPPLEMENTAY Agenda Adoption-** Mural Agreement- Final Copy.

**Motion: (BBM-37/05)** Moved by: Brian Houston  
Second by: Sandra Zanet

That Linda Proctor, Chair, and Paul Bistany, Treasurer, be authorized to execute agreements between:

The Town of Tecumseh Business Improvement Area and 1945487 Ontario Inc.; and

The Town of Tecumseh Business Improvement Area and Derkz Murals & Fine Art Inc.

And to do such further and other acts which may be necessary to implement these Agreements.

**SUPPLEMENTAY Agenda Adoption- Andrew Dowie- Notice of Leave of Absence**

Andrew Dowie has requested and been granted a leave of absence by Council between Wednesday, May 11<sup>th</sup>, 2022 until Monday, June 6<sup>th</sup>, 2022 while at the Tuesday, May 10<sup>th</sup>, 2022 Town of Tecumseh Regular Council Meeting as he campaigns for the Windsor-Tecumseh MPP position.

**(TOTBBM – 55-05)**

**Reports**

**Chair Report:**

**Chair Report- April 2022:**

- See Agenda attachment.

**Motion: (BBM-38/05)** Moved by: Brian Houston  
Second by: Paul Bistany

That the Chair Report for April 2022 be accepted.

Approved.

Carried.

**Treasurer Report:**

**Tecumseh BIA**

**2022 Month End Financials:**

- See PDF of Financial Reports for April 2022 in Agenda.

**April 2022 Financial Report:**

**Motion: (BBM-39/05)** Moved by: Jessica Fowler  
Second by: Brian Houston

That the April 2022 Financial Report be accepted.

Approved.

Carried.

**Coordinator Report – D. Pelaccia reports the following:**

- See Agenda attachment.

**Motion: (BBM-40/05)**

Moved by: Leo Demarce

Second by: Jessica Fowler

That the Coordinator Report for April 2022 be accepted.

Approved.

Carried.

**Council Report –**

- See PDF of Council Reports for April 2022 in Agenda.

**Motion: (BBM-41/05)**

Moved by: Paul Bistany

Second by: Jessica Fowler

That the Council Reports for April 2022 be accepted.

Approved.

Carried.

**Committee Reports –  
(TOTBBM – 56-05)**

**Marketing Committee: (Keep 5-10 minutes.)**

- See Agenda attachment.

**Membership Committee: (Keep 5-10 minutes.)**

- See Agenda attachment.

**Beautification Committee: (Keep 5-10 minutes.)**

- See Agenda attachment.

**Events Committee: (Keep 5-10 minutes.)**

- See Agenda attachment.

**Governance Committee: (Keep 5-10 minutes.)**

- See Agenda attachment.

**Motion: (BBM-42/05)**

Moved by: Jessica Fowler

Second by: Leo Demarce

That the Committee Reports for April 2022 be accepted.

Approved.

Carried.

**(TOTBBM – 57-05)**

**Unfinished Business**

- MOU- Finalize

**(TOTBBM – 58-05)**

**New Business**

- Chair & Vice Chair Elections
- New Hours of Operation – Defer to In-Camera Meeting
- Coordinator Vacation Notice
- Tecumseh BIA Email & Web Domain- Town to take back our email and web domain, would need to create new ones and update all our Members and marketing materials.
- Commemorative Tree Program for 100th Anniversary – Choose Tree & Location
- Fall 2022 Night Market
- Christmas Party 2022

**(TOTBBM – 59-05)**

**Executive Nominations- Chair & Vice Chair**

L. Proctor hands over the meeting to the Coordinator to conduct the nominations of Chair, Vice Chair and Treasurer for the remainder of 2022.

**Chair Nomination**

D. Pelaccia states Nominations are now open for the position of Chair.

D. Pelaccia hears a nomination and restates the nomination for Chair.

Linda Proctor is nominated for the position of Chair.

D. Pelaccia asks Linda Proctor if she accepts the position. Linda Proctor accepts the nomination for Chair.

**Motion: (BBM-43/05)** Moved by: Paul Bistany

Second by: Jessica Fowler

That as of 7:27 PM, Linda Proctor be appointed as Chair of the BIA Board of Management until December 31, 2022.

CARRIED.

APPROVED.

**Vice Chair Nomination**

D. Pelaccia states Nominations are now open for the position of Vice Chair.

D. Pelaccia hears a nomination and restates the nomination for Vice Chair.

Leo Demarce is nominated for the position of Vice Chair.

D. Pelaccia asks Leo Demarce if he accepts the position. Leo Demarce accepts the nomination for Vice Chair.

**Motion: (BBM-44/05)** Moved by: Sandra Zanet

Second by: Linda Proctor

That as of 7:28 PM, Leo Demarce be appointed as Vice Chair of the BIA Board of Management until December 31, 2022.

CARRIED.

APPROVED.

The nominated Chair takes over the Board of Management meeting as of 7:29 PM.

**(TOTBBM – 60-05)**

**Next Meeting**

The next regular general meeting is scheduled on Wednesday, June 15, 2022 at 6:00 PM at the Tecumseh BIA office. Meeting Minutes will be available on the BIA website at [www.tecumsehbia.com](http://www.tecumsehbia.com)

**(TOTBBM – 61-05)**

**Adjournment**

**Motion: (BBM-45/05)**

Moved by: Paul Bistany

Second by: Leo Demarce

That there being no further business, the May 18, 2022 regular general meeting of the TOTBIA Board of Management be adjourned at 7:36 PM.

Carried.

Approved.

**DRAFT**

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Linda Proctor, Vice Chair

**DRAFT**

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Denise Pelaccia, Coordinator

**MINUTES NOT YET APPROVED.**